

Sandia National Laboratories

Sign Standard

for Interior and Exterior Signs



Sandia National Laboratories



United States Department of Energy



National Nuclear Security Administration

Date: January 1, 2004
From: Roy M. Hertweck, Corporate Architect
Matthew Jude Brito, Systems Architect
Sandia National Laboratories
Subject: **Procedure for Ordering Standard SNL-NM Exterior Signs**

JIT Sign Contract:

SNL has contracted with ***FASTSIGNS*** (on Menaul & Wyoming ONLY) to provide standard signs on a JIT System. Purchase orders to obtain standard signs are not required-this saves time and expense.

Exterior Signs Policy:

The SNL policy for new and re-lettered exterior signs is that customers request signs through their Building Manager. The Building Manager will review the detailed site information needed prior to installation. This policy has been adopted to enhance the site appearance with the consistency of exterior signs. Exterior signs are designated for specific use based on the appropriateness of setting, size and content.

Ordering:

1. Contact Building Manager. Building Manager will place order to ***FASTSIGNS***
2. Provide detailed information about placement location and text designations.
3. **Do not** call or fax ***FASTSIGNS***
4. **Do not** call or fax order form to JIT.

FASTSIGNS
8400 Menaul Blvd. N.E. Ste. C
Albuquerque, New Mexico 87112

***Sandia National Laboratory
JIT Contractor***

Standard SNL Exterior Signs

General Information

Contractor/Supplier:

FASTSIGNS
8400 Menaul Blvd. N.E. Suite C
Albuquerque, New Mexico 87112
Sign Contractor

Contractor Coordinator:

Danielle Fromer

Telephone Number:

505-292-4444

Fax Number:

505-292-4447

E-Mail:

menaul@fastsigns.com

Sandia Contract Rep.(SCR):

Angel Martinez

Sandia Contract Admin. (SCA):

Catherine Benavidez

FASTSIGNS is a Sandia National Laboratories Just-In-Time Contractor. We are a state of the art Full Service Custom Sign Manufacturer. The JIT Contract covers Standard Interior Signage, Standard Exterior Signage, Standard Recognition Plaques, and Custom Signs. We can create a wide range of signs and graphics to meet Sandia's needs. Our product line includes:

Banners

Dimensional Letters

Extruded Aluminum Signage

Ready to Apply Lettering

Award Plaques

Multi-Language Signage

Window Graphics

Vehicle Graphics

Yard & Site Signs

Exhibits & Displays

Illuminated Signs

Wall Plaques

Full Color Graphics

Digital Imaging

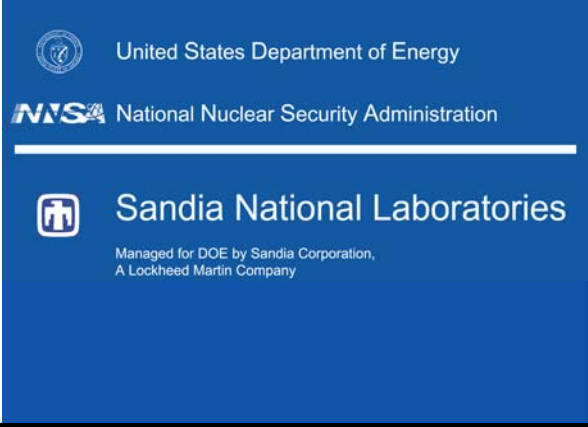
Point of Purchase Signs

ADA Compliant Signs


Machinery Templates

Your Sign Need


Solutions to Your Signage Needs

Site Identification		Sign Number: SID-ES1	
		Description:	
		All aluminum fabrication sign welded and ground smooth with 0.125" face panels. No exposed fasteners or channels. Concrete foundation.	
		Non-illuminated, double sided unit with Pantone PMS 280 (Blue), acrylic enamel satin finish. Reveal with silver metallic acrylic enamel satin finish. Graphics to be white vinyl.	
Used for Sandia National Laboratories Site Location.		Sign Information:	
		Font: Helvetica Font Font Size: 7"	
TO PLACE AN ORDER:			
<ol style="list-style-type: none"> 1. Contact Building Manager. Building Manager will place order to FASTSIGNS 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax FASTSIGNS 4. <u>Do not</u> call or fax order form to JIT. 		D.O.E.: Title and Logo	
		NNSA: Title and Logo	
		SNL: Title and Logo	
		Size: 10'-3" x 14'-4" x 18" Top portion: 3'-6" x 14'-4" Bottom portion: 6'-6" x 14'-4" x 18"	
		Price: \$20,157.88	
		Delivery: 45 Days	
Information Required:			
Location to be Installed:	Tech Area: Proposed Location:		
Building Manager:	Name: Phone:		
Requester: (as written in Oracle)	Name: Organization: Building Number: Room Number:		
Project/Task:	Project: Task:		
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:		

Installation: Provide detailed drawings, upon site selection.

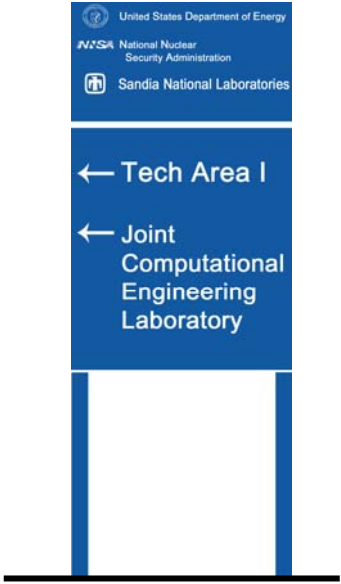
Facility Identification Sign		Sign Number: SID-ES2	
		Description: All aluminum fabrication sign welded and ground smooth with 0.125" face panels. No exposed fasteners or channels.	
		Non-illuminated, double sided unit with Pantone PMS 280 (Blue), acrylic enamel satin finish. Reveal with silver metallic acrylic enamel satin finish. Graphics to be white vinyl.	
		Sign Information:	
		Font: Helvetica Font Font Size: 4"	
Used for Sandia National Laboratories Facility Identification. A ground-mounted sign used to designate larger buildings or groups of buildings.		DOE: Title and Logo	
TO PLACE AN ORDER: 1. Contact Building Manager. Building Manager will place order to FASTSIGNS 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax FASTSIGNS 4. <u>Do not</u> call or fax order form to JIT.		NNSA: Title and Logo	
		SNL: Title and Logo	
		Size: 4'-10" x 6'-9" x 12" Top portion: 19" x 6'-9" x 12" Bottom portion: 3' x 6'-9" x 12"	
		Price: \$6,665.40	
		Delivery: 45 Days	
Information Required:			
Building Identification: (Building Name and Number)			
Location to be Installed:		Tech Area: Proposed Location:	
Building Manager:		Name: Phone:	
Requester: (as written in Oracle)		Name: Organization: Building Number: Room Number:	
Project/Task:		Project: Task:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

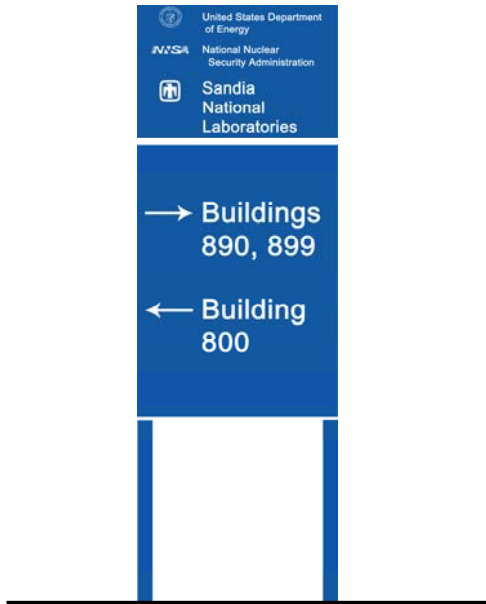
Primary-Traffic Directional Sign		Sign Order Number: SID-ES3	
		Description:	
		All aluminum fabrication sign welded and ground smooth with 0.090" face panels and 4" square posts. No exposed fasteners or channels.	
		Non-illuminated, double sided unit with Pantone PMS 280 (Blue), acrylic enamel satin finish. Graphics to be white vinyl.	
Used for Sandia National Laboratories Vehicular Traffic Directional Sign with Areas, Buildings, Gates and Arrows. (No Program designations)		Font: Helvetica Font Font Size: 4"	
<u>TO PLACE AN ORDER:</u>		Sign Information:	
<ol style="list-style-type: none"> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT. 		D.O.E.: Title and Logo	
		NNSA: Title and Logo	
		SNL: Title and Logo	
		Size: 7' x 4'-8" x 4" Sign portion: 4'-6" x 4'-8" x 4" Posts: 2'-5" x 4" (Between sign and ground)	
		Price: \$3,106.72	
		Delivery: 45 Days	
Information Required:			
Sign Text: (Text Information)			
Location to be Installed:		Tech Area: Proposed Location:	
Building Manager:		Name: Phone:	
Requester: (as written in Oracle)		Name: Organization: Building Number: Room Number:	
Project/Task:		Project: Task:	

Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:
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Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Secondary-Traffic Directional Sign		Sign Number: SID-ES4														
		Description: All aluminum fabrication sign welded and ground smooth with 0.080" face panels and 2" square posts. No exposed fasteners or channels.														
		Non-illuminated, double sided unit with Pantone PMS 280 (Blue), acrylic enamel satin finish. Graphics to be white vinyl.														
		Sign Information:														
		Used for Sandia National Laboratories Vehicular Traffic Directional Sign with Area, Buildings, Programs and Arrows in Secondary Locations.														
TO PLACE AN ORDER: 1. Contact Building Manager. Building Manager will place order to FASTSIGNS 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax FASTSIGNS 4. <u>Do not</u> call or fax order form to JIT.		D.O.E: Title and Logo NNSA: Title and Logo SNL: Title and Logo Size: 6'-6" x 2'-6" x 2-1/4" Sign portion: 4'-2" x 2'-6" x 2-1/4" Posts: 2'-4" x 2-1/4" (Between sign & ground) Price: \$1,913.10 Delivery: 45 Days														
Information Required:																
<table border="1"> <tr> <td>Building Identification: (Name and Number)</td> <td></td> </tr> <tr> <td>Program Designation:</td> <td>Program Name:</td> </tr> <tr> <td>Location to be Installed:</td> <td>Tech Area: Proposed Location:</td> </tr> <tr> <td>Building Manager:</td> <td>Name: Phone:</td> </tr> <tr> <td>Requester: (as written in Oracle)</td> <td>Name: Organization: Building Number: Room Number:</td> </tr> <tr> <td>Project/Task:</td> <td>Project: Task:</td> </tr> <tr> <td>Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.</td> <td>Name: Organization:</td> </tr> </table>			Building Identification: (Name and Number)		Program Designation:	Program Name:	Location to be Installed:	Tech Area: Proposed Location:	Building Manager:	Name: Phone:	Requester: (as written in Oracle)	Name: Organization: Building Number: Room Number:	Project/Task:	Project: Task:	Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:
Building Identification: (Name and Number)																
Program Designation:	Program Name:															
Location to be Installed:	Tech Area: Proposed Location:															
Building Manager:	Name: Phone:															
Requester: (as written in Oracle)	Name: Organization: Building Number: Room Number:															
Project/Task:	Project: Task:															
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:															

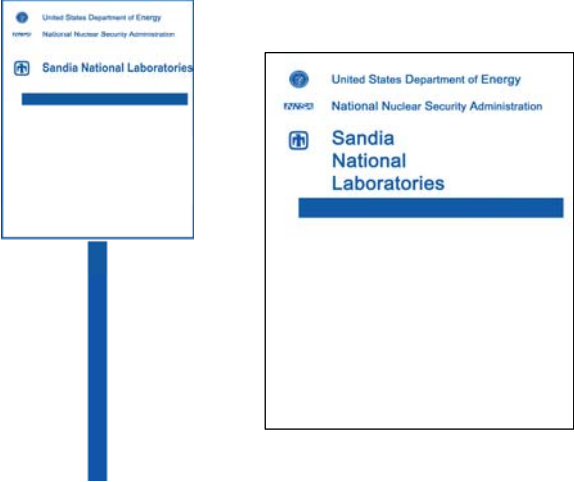
Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Site Directional Sign		Sign Number: SID-ES5	
		Description:	
		All aluminum fabrication sign welded and ground smooth with 0.080" face panels with and 2" square posts. No exposed fasteners or channels.	
		Non-illuminated, double sided unit with Pantone PMS 280 (Blue), acrylic enamel satin finish. Graphics to be white vinyl.	
		Sign Information:	
		Font: Helvetica Font Font Size: 3"	
Used for Sandia National Laboratories Pedestrian Site Directional Sign with Areas, Buildings, Site Programs and Arrows.		D.O.E.: Title and Logo	
		NSA: Title and Logo	
TO PLACE AN ORDER: 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> . 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> . 4. <u>Do not</u> call or fax order form to JIT.		SNL: Title and Logo	
		Size: 6'-6" x 2'-6" x 2-1/4" Sign portion: 5'-2" x 2'-6" x 2-1/4" Posts: 16" x 2-1/4" (Between sign & ground)	
		Price: \$2,008.71	
		Delivery: 45 Days	
Information Required:			
Building Identification: (Name and Number)			
Program Designation:		Program Name:	
Location to be Installed:		Tech Area: Proposed Location:	
Building Manager:		Name: Phone:	
Requester: (as written in Oracle)		Name: Organization: Building Number: Room Number:	
Project/Task:		Project: Task:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	



Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Pole Mounted, Surface Mounted Information/Regulatory Sign		Sign Number: SID-ES6	
		Description:	
		0.080" Aluminum sign blanks, Pantone PMS 280 (Blue), acrylic enamel satin finish.	
		Text to be white vinyl or enamel white screen for large quantities.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Informational and Regulatory Signs.			
		D.O.E.: Title and Logo	
<u>TO PLACE AN ORDER:</u>		NNSA: Title and Logo	
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.		SNL: Title and Logo	
		Size: Sign portion: 12" x 18" Pole: 7' Posts: 5'-6" (Between sign & ground)	
		Price: Pole mounted: \$67.00 Surface mounted: \$42.00	
		Delivery: 45 Days	
<u>Information Required:</u>			
<u>Info/Regulatory Information:</u>			
<u>Location to be Installed:</u>		Tech Area: Proposed Location:	
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u> (as written in Oracle)		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Pole Mounted, Surface Mounted Miscellaneous Sign		Sign Number: SID-ES8
		Description:
		Aluminum sign blanks, White acrylic enamel satin finish.
		Text to be Pantone PMS 280 (Blue) vinyl or enamel blue screen for large quantities.
		Sign Information:
		Font: Helvetica Font Font Size: 2-1/2"
Used for Sandia National Laboratories Miscellaneous Signs.		
		D.O.E.: Title and Logo
TO PLACE AN ORDER:		NNSA: Title and Logo
		SNL: Title and Logo
		Size: Sign portion: 12" x 18" Pole: 7' Posts: 5'-6" (Between sign & ground)
		Price: Pole mounted: \$60.00 Surface mounted: \$35.00
		Delivery: 45 Days
Information Required:		
Info/Regulatory Information:		
Location to be Installed:	Tech Area: Proposed Location:	
Building Manager:	Name: Phone:	
Requester: (as written in Oracle)	Name: Organization: Building Number: Room Number:	
Project/Task:	Project: Task:	
Approving Manager: For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:	

Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.


Pole Mounted, Surface Mounted Restricted Area Sign		Sign Number: SID-ES9												
 		Description: Aluminum sign blanks, Pantone PMS 280 (Blue), acrylic enamel satin finish. Text to be white vinyl or enamel white screen for large quantities. ES9 Symbols and Traffic Control Devices shall be accepted International colors only.												
		Sign Information: Font: Helvetica Font Font Size: 2-1/2"												
		Size: Sign portion: 12" x 18" Pole: 7' Posts: 5'-6" (Between sign & ground)												
		Price: Pole mounted: \$60.00 Surface mounted: \$35.00												
		Delivery: 45 Days												
Used for Sandia National Laboratories Restricted Area Signs.														
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location and text designations. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.														
<u>Information Required:</u>														
<table border="1"> <tr> <td colspan="2"><u>Regulatory Information:</u></td> </tr> <tr> <td><u>Location to be Installed:</u></td> <td>Tech Area: Proposed Location:</td> </tr> <tr> <td><u>Building Manager:</u></td> <td>Name: Phone:</td> </tr> <tr> <td><u>Requester:</u> (as written in Oracle)</td> <td>Name: Organization: Building Number: Room Number:</td> </tr> <tr> <td><u>Project/Task:</u></td> <td>Project: Task:</td> </tr> <tr> <td><u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.</td> <td>Name: Organization:</td> </tr> </table>			<u>Regulatory Information:</u>		<u>Location to be Installed:</u>	Tech Area: Proposed Location:	<u>Building Manager:</u>	Name: Phone:	<u>Requester:</u> (as written in Oracle)	Name: Organization: Building Number: Room Number:	<u>Project/Task:</u>	Project: Task:	<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:
<u>Regulatory Information:</u>														
<u>Location to be Installed:</u>	Tech Area: Proposed Location:													
<u>Building Manager:</u>	Name: Phone:													
<u>Requester:</u> (as written in Oracle)	Name: Organization: Building Number: Room Number:													
<u>Project/Task:</u>	Project: Task:													
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:													


Installation: Refer to SNL Architectural Standard Drawing, AE5034STD.

Secondary Building Identification		Sign Number: SID-ES10	
<h1 style="text-align: center;">6585</h1>		Description:	
		Reverse channel numbers fabricated from 10-gauge face and 22-gauge return, Paint-LOK.	
		Acrylic enamel satin finish or Brushed aluminum. Color to be determined by SNL Systems Architect.	
Used for Sandia National Laboratories Building Identification-one & two story buildings.		12" Building numbers typical, for one & two story buildings.	
		To be placed with a clear line of sight for direct deliveries, visitor orientation and emergency personnel.	
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.		<u>Sign Information:</u>	
		Font: Helvetica Font	
		Price: \$550.00	
		Delivery: 45 Days	
<u>Information Required:</u>			
<u>Building Number:</u>			
<u>Location to be Installed:</u>		Tech Area: Proposed Location:	
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u> (as written in Oracle)		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	


Secondary Building Identification		Sign Number: SID-ES11	
<h1 style="text-align: center;">6585</h1>		Description:	
		Reverse channel numbers fabricated from 10-gauge. Face and 22-gauge return, Paint-LOK.	
		Acrylic enamel satin finish or Brushed aluminum. Color to be determined by SNL Systems Architect.	
Used for Sandia National Laboratories Building Identification-three stories and above.		16" Building numbers typical, for three stories and above.	
		To be placed with a clear line of sight for direct deliveries, visitor orientation and emergency personnel.	
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> . 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> . 4. <u>Do not</u> call or fax order form to JIT.		<u>Sign Information:</u> Font: Helvetica Font Price: \$600.00 Delivery: 45 Days	
<u>Information Required:</u>			
<u>Building Number:</u>			
<u>Location to be Installed:</u>		Tech Area: Proposed Location:	
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u> (as written in Oracle)		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Cart Parking Sign	Sign Number: SIC-PA1
	Description:
	Aluminum sign blanks, white reflective vinyl.
	Text to be Pantone Black, vinyl.
Used for Sandia National Laboratories Cart Parking Only. For information on sign locations, contact the SNL Civil Department.	SIC-PA1, Symbols and Traffic Control Devices shall be accepted International colors only.
	Sign Information:
TO PLACE AN ORDER: 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.	Font: Helvetica Font
	Font Size: 2-1/2"
	Size: Sign portion: 12" x 18"
	Price: \$35.00
	Delivery: 10 Days
Information Required:	
Building Manager:	Name:
	Phone:
Requester: (as written in Oracle)	Name:
	Organization:
	Building Number:
	Room Number:
Project/Task:	Project: Task:
Approving Manager:	Name:
For Projects over \$25K, customers need manager approval. No signature needed.	Organization:


Electric Cart Parking Only Sign		Sign Number: SIC-PA2	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone Black, vinyl.	
		SIC-PA2, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Electric Cart Parking Only. For information on sign locations, contact the SNL Civil Department.		Size: Sign portion: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name:	
		Organization:	

Carpool Parking Only Sign		Sign Number: SIC-PA3	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone Black, vinyl.	
		SIC-PA3, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Carpool Parking Only. For information on sign locations, contact the SNL Civil Department.		Size: Sign portion: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name:	
		Organization:	


Maintenance Vehicle Parking Only Sign		Sign Number: SIC-PA4	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone Black, vinyl.	
		SIC-PA4, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Maintenance Vehicle Parking Only. For information on sign locations, contact the SNL Civil Department.		Size: Sign: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name:	
		Organization:	


Reserved For Security Sign		Sign Number: SIC-PA5	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone Black, vinyl.	
		SIC-PA5, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Reserved For Security. For information on sign locations, contact the SNL Civil Department.		Size: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name:	
		Organization:	


Government Parking Only Sign		Sign Number: SIC-PA6	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone Black, vinyl	
		SIC-PA6, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Government Parking Only. For information on sign locations, contact the SNL Civil Department.		Size: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name:	
		Organization:	

One Hour Parking Sign	Sign Number: SIC-PA7
	Description:
	Aluminum sign blanks, white reflective vinyl.
	Text to be Pantone 3425C (Green), vinyl.
	SIC-PA7, Symbols and Traffic Control Devices shall be accepted International colors only.
<p>Used for Sandia National Laboratories One Hour Parking. For information on sign locations, contact the SNL Civil Department.</p>	Sign Information:
	Font: Helvetica Font Font Size: 2-1/2"
<p><u>TO PLACE AN ORDER:</u></p> <ol style="list-style-type: none"> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i>. 4. <u>Do not</u> call or fax order form to JIT. 	Size: Sign: 12" x 18"
	Price: \$35.00
	Delivery: 10 Days
<u>Information Required:</u>	
<u>Building Manager:</u>	Name: Phone:
<u>Requester:</u> (as written in Oracle)	Name: Organization: Building Number: Room Number:
<u>Project/Task:</u>	Project: Task:
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:

Visitor Parking Only Sign		Sign Number: SIC-PA8	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone 3425C (Green), vinyl.	
		SIC-PA8, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Visitor Parking Only. For information on sign locations, contact the SNL Civil Department.		Size: Sign: 12" x 18" Price: \$35.00 Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name:	
		Organization:	

15 Minute Parking Sign		Sign Number: SIC-PA9	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone 3425C (Green), vinyl	
		SIC-PA9, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories 15 Minute Parking. For information on sign locations, contact the SNL Civil Department.		Size: Sign: 12" x 18"	
		Price: \$25.88	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name:	
		Organization:	

Loading and Unloading Zone Sign		Sign Number: SIC-PA10	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone 3425C (Green), vinyl.	
		SIC-PA10, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Loading and Unloading Zones. For information on sign locations, contact the SNL Civil Department.		Size: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u> <ol style="list-style-type: none"> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT. 			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u> (as written in Oracle)		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	


No Parking in Front of Dumpster		Sign Number: SIC-PA11	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone 186C (Red), vinyl.	
		SIC-PA11, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories No Parking in Front of Dumpster. For information on sign locations, contact the SNL Civil Department.		Size: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u>		Name:	
For Projects over \$25K, customers need manager approval. No signature needed.		Organization:	

No Parking This Side Sign		Sign Number: SIC-PA12	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone 186C (Red), vinyl.	
		SIC-PA12, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories No Parking This Side. For information on sign locations, contact the SNL Civil Department.		Size: Sign: 12" x 18" Price: \$25.88 Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u> (as written in Oracle)		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

No Parking This Side of Street Sign		Sign Number: SIC-PA13	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone 186C (Red), vinyl.	
		SIC-PA13, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories No Parking This Side of Street. For information on sign locations, contact the SNL Civil Department.		Size: 12" x 18" Price: \$25.88 Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> . 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> . 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u> (as written in Oracle)		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

No Parking Sign	Sign Number: SIC-PA14
	Description:
	Aluminum sign blanks, white reflective vinyl.
	Text to be Pantone 186C (Red), vinyl.
	SIC-PA14, Symbols and Traffic Control Devices shall be accepted International colors only.
Sign Information:	
Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories No Parking. For information on sign locations, contact the SNL Civil Department.	Size: 12" x 18"
	Price: \$25.88
	Delivery: 10 Days
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.	
<u>Information Required:</u>	
<u>Building Manager:</u>	Name: Phone:
<u>Requester:</u> (as written in Oracle)	Name: Organization: Building Number: Room Number:
<u>Project/Task:</u>	Project: Task:
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.	Name: Organization:

No Parking Fire Lane Sign		Sign Number: SIC-PA15	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone 186C (Red), vinyl.	
		SIC-PA15, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories No Parking Fire Lane. For information on sign locations, contact the SNL Civil Department.		Size: 12" x 18"	
		Price: \$25.88	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u> (as written in Oracle)		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Medical Parking Only Sign		Sign Number: SIC-PA16	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone PMS 280 (Blue), vinyl.	
		SIC-PA16, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Medical Parking Only. For information on sign locations, contact the SNL Civil Department.		Size: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u>			
1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> . 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name: Phone:	
<u>Requester:</u> (as written in Oracle)		Name: Organization: Building Number: Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name: Organization:	

Handicapped Parking Only Sign		Sign Number: SIC-PA17	
		Description:	
		Aluminum sign blanks, white reflective vinyl.	
		Text to be Pantone PMS 280 (Blue), vinyl.	
		SIC-PA17, Symbols and Traffic Control Devices shall be accepted International colors only.	
		Sign Information:	
		Font: Helvetica Font Font Size: 2-1/2"	
Used for Sandia National Laboratories Handicapped Parking Only. For information on sign locations, contact the SNL Civil Department.		Size: 12" x 18"	
		Price: \$35.00	
		Delivery: 10 Days	
<u>TO PLACE AN ORDER:</u> 1. Contact Building Manager. Building Manager will place order to <i>FASTSIGNS</i> 2. Provide detailed information about placement location. 3. <u>Do not</u> call or fax <i>FASTSIGNS</i> 4. <u>Do not</u> call or fax order form to JIT.			
<u>Information Required:</u>			
<u>Building Manager:</u>		Name:	
		Phone:	
<u>Requester:</u> (as written in Oracle)		Name:	
		Organization:	
		Building Number:	
		Room Number:	
<u>Project/Task:</u>		Project: Task:	
<u>Approving Manager:</u> For Projects over \$25K, customers need manager approval. No signature needed.		Name:	
		Organization:	

Date: January 1, 2004
From: Roy M. Hertweck, Corporate Architect
Matthew Jude Brito, Systems Architect
Sandia National Laboratories
Subject: **Procedure for Ordering Standard SNL-NM Interior Signs**

JIT Sign Contract:

SNL has contracted with **FASTSIGNS** (on Menaul & Wyoming ONLY) to provide standard signs on a JIT System. Purchase orders to obtain Standard Signs are not required- this saves time and expense.

Interior Sign Policy:

The SNL policy for new interior signs is that customers may request directly to **FASTSIGNS** through the JIT system. This policy will be applied to Building Directory, Conference Room, Personnel, Office, Room, Management, Organization, Lab, and Restroom signs. This policy has been adopted to enhance the interior building appearance as well as the consistency of interior signs. Interior signs are designated for specific use based on the appropriateness of setting, size and content.

Returns:

Signs are not returnable. If you place an order, and **FASTSIGNS** makes a mistake, it is their responsibility to correct it at no charge. If you make a mistake in ordering, it is your responsibility to correct it and pay for the error.

Ordering:

1. Complete appropriate Order Form for Sign(s) needed.
2. Fax Order Form to **FASTSIGNS** at: 505-292-4447 or email at menaul@fastsigns.com
3. If you have questions, contact **FASTSIGNS** at: 505-292-4444
4. **Do not** call or fax order form to JIT.

Delivery & Installation:

Delivery is established by the number of days specified on each Sign Order Form. The Directory and Conference Room Signs will be installed by **FASTSIGNS**. All other signs will be mailed and installed by you, unless requested for installation by **FASTSIGNS**.

Mounting Options:

Please indicate option on form at time of order.

Double Stick Tape: *For use on Hard Wall Offices and Corridors*

Magnet: *For use on Steel Walls and Corridors.*

Velcro: *For use on Systems Furniture*

Desk Sign Holder: *Available for Desk and Counter*

Installation Guidelines:

General: **Do not mount signs on doors.** Measure sign location. Do not “eyeball”.

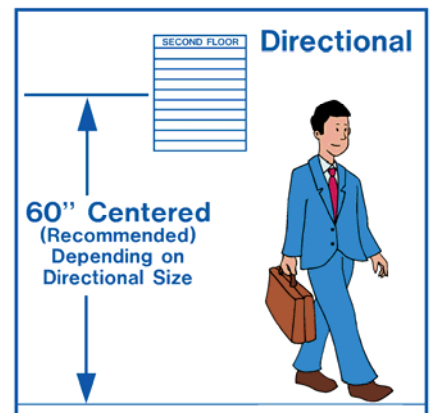
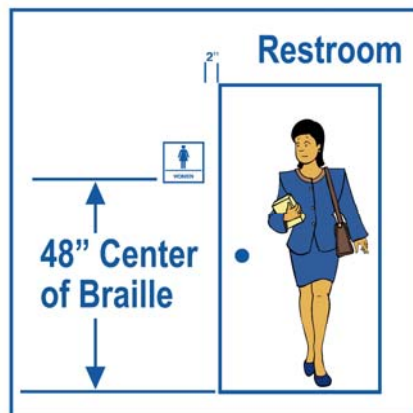
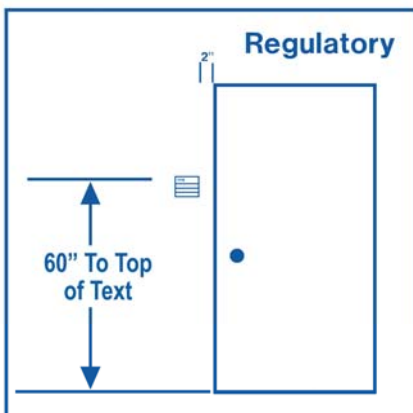
Regulatory (Offices, Labs, etc...): Mount sign 5'-0" (60") above finish floor, aligned with the top of the text. Mount signs on the wall of the latch side of the door. Mount signs 2" from doorframe edge.

Open Office Partitions: Mount signs 1" down from top trim and 2" from edge trim, next to opening. **Do not mount on trim.**

Restroom: Mount sign 4'-0", (48") above finish floor, aligned with the center of braille. Mount signs on the wall of the latch side of the door. Mount signs 2" from doorframe edge.

Directional: Mount center of sign 5'-0" (60") above finish floor. Mount signs on the wall of the latch side of the door. Mount signs 2" from doorframe edge.

PLEASE REMOVE ALL NON-STANDARD SIGNS WHEN NEW SIGNS ARE INSTALLED.



FASTSIGNS
8400 Menaul Blvd. N.E. Ste. C
Albuquerque, New Mexico 87112

**Sandia National Laboratory
JIT Contractor**

Standard SNL Interior Signs

General Information:

Contractor/Supplier:

FASTSIGNS
8400 Menaul Blvd. N.E. Suite C
Albuquerque, New Mexico 87112
Sign Contractor

Contractor Coordinator:

Danielle Fromer

Telephone Number:

505-292-4444

Fax Number:

505-292-4447

E-Mail:

menaul@fastsigns.com

Sandia Contract Rep.(SCR):

Angel Martinez

Sandia Contract Admin. (SCA):

Catherine Benavidez

FASTSIGNS is a Sandia National Laboratories Just-In-Time Contractor. We are a state of the art Full Service Custom Sign Manufacturer. The JIT Contract covers Standard Interior Signage, Standard Exterior Signage, Standard Recognition Plaques, and Custom Signs. We can create a wide range of signs and graphics to meet Sandia's needs. Our product line includes:

Banners

Dimensional Letters

Extruded Aluminum Signage

Ready to Apply Lettering

Award Plaques

Multi-Language Signage

Window Graphics

Vehicle Graphics

Yard & Site Signs

Exhibits & Displays

Illuminated Signs

Wall Plaques

Full Color Graphics

Digital Imaging


Point of Purchase Signs

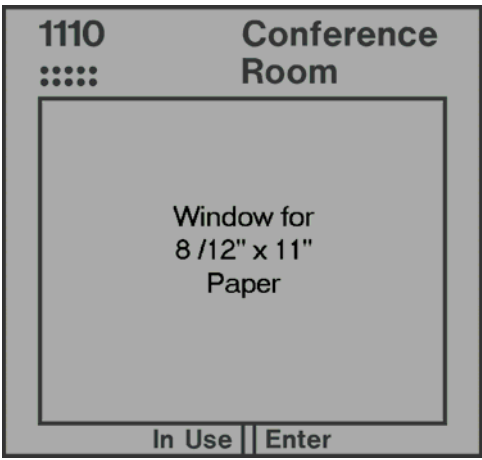
ADA Compliant Signs

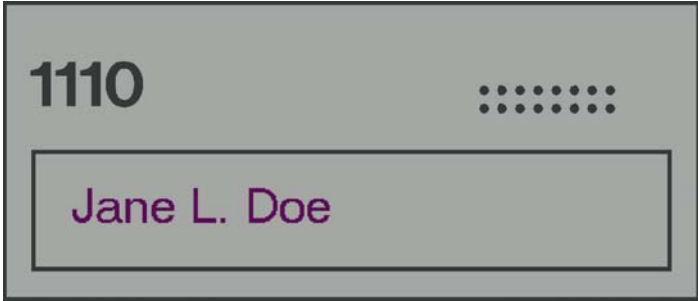
Machinery Templates

Your Sign Need

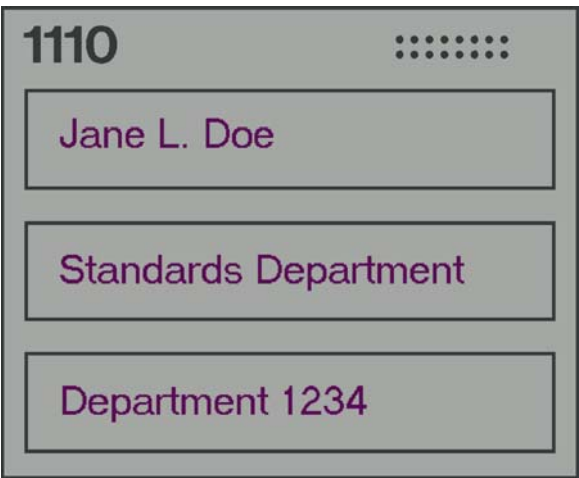
Solutions to Your Signage Needs
Just Call, Email or Fax Us Your Requests
(505) 292-4444/Fax (505) 292-4447


Building Directory			Sign Number: SIB-IS1		
 Sandia National Laboratories 887 <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> 7832 Architecture and Planning 7821 Operations 7831 Project Management Procurement → Restrooms → 7833 Classifiers Log Desk 7834 Conference Room ← Management Work Room 7836 Procurement Log In 7885 JIT Log In </div>			Description: Lettered header with SNL Title, Logo, and building number. 10 Lettered inserts, more lines available as required. Frame: Graphite Blue Header: White, tactile Inserts: Slate Grey text on Light Grey Size: 18-1/4" x 18" Price: \$331.00 (approx.-Installed)		
Used for Sandia National Laboratories lobby or main entry areas. <u>For replacement inserts-see SIA-IS7.</u>			Delivery: 45 days for standard frame, all others will require additional delivery time.		
Bldg. #:	Quantity:	Text:	Attachment:		
		Insert #1:	Tape <input type="checkbox"/>	Magnet <input type="checkbox"/>	Velcro <input type="checkbox"/>
		Insert #2:			
		Insert #3:			
		Insert #4:			
		Insert #5:			
		Insert #6:			
		Insert #7:			
		Insert #8:			
		Insert #9:			
		Insert #10:			
JIT Order Information:			TO PLACE AN ORDER:		
Requester: (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:			Complete Form and Fax or Email: FASTSIGNS 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menual@fastsigns.com		
Project/Task: Project: Task:					


Conference Room			Sign Number: SIB-IS2		
			Description:		
			Lettered header with room number and braille translation.		
			Header insert for "Conference Room" or other Text Window for 8 ½" x 11" paper insert for scheduling information. In Use/Enter slider bar.		
			Frame: Graphite Blue		
			Header: White, tactile		
			Size: 14" x 11-3/4"		
Used for Sandia National Laboratories conference rooms.			Price: \$216.00 (approx.-Installed)		
			Delivery: 45 Days		
Room #:	Quantity:	Header Insert Text: (i.e. Conference Room)	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:			TO PLACE AN ORDER:		
Requester: (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:			Complete Form and Fax or Email: <i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: manual@fastsigns.com		
Project/Task: Project: Task:					

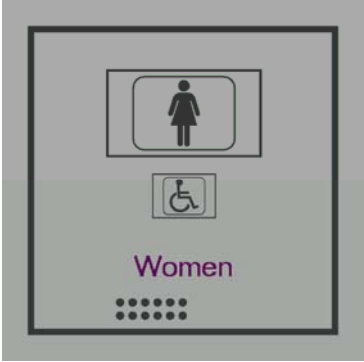



Room/ Personnel		Sign Number: SIB-IS4			
 <p>Use for Sandia National Laboratories single offices or cubicles with an assigned room number. Also may be used for other room identification, such as copier room storage, etc... <u>For replacement inserts-see SIA-IS8.</u></p>		Description:			
		Lettered header with room number and braille translation.			
		One (1) lettered insert for personnel name or other text.			
		Frame: Graphite Blue			
		Header: White, tactile			
		Insert: Slate Grey text on Light Grey			
		Size: 4-1/2" x 8-3/4"			
		Price: \$40.00 (approx.)			
		Delivery: 45 Days			
		Room #:	Insert Text:	Quantity:	Attachment:
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:		TO PLACE AN ORDER:			
Requester: (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:		Complete Form and Fax or Email: FASTSIGNS 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: manual@fastsigns.com			
Project/Task: Project: Task:					

Management/Organization/Lab			Sign Number: SIB-IS4A		
			Description:		
			Lettered header with room number and braille translation.		
			Two (2) lettered insert for personnel name, organization and number or other text.		
			Frame: Graphite Blue		
			Header: White, tactile		
			Insert: Slate Grey text on Light Grey		
Use for Sandia National Laboratories management offices, two or more person offices, or labs (where more than one line of text is needed) and there is a room number assigned. <u>For replacement inserts-see SIA-IS8.</u>			Size: 6-1/8" x 8-3/4"		
			Price: \$ 89.00 (approx.)		
			Delivery: 45 Days		
Room #:	Quantity:	Insert Text:	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:			TO PLACE AN ORDER:		
Requester: (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:			Complete Form and Fax or Email: <i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: manual@fastsigns.com		
Project/Task: Project: Task:					


Management/Organization/Lab			Sign Number: SIB-IS4B		
 <p>Use for Sandia National Laboratories management offices, two or more person offices, or labs (where more than one line of text is needed) and there is a room number assigned. <u>For replacement inserts-see SIA-IS8.</u></p>			Description:		
			Lettered header with room number and braille translation.		
			Three (3) lettered insert for personnel name, organization and number or other text.		
			Frame: Graphite Blue		
			Header: White, tactile		
			Insert: Slate Grey text on Light Grey		
			Size: 7-1/8" x 8-3/4"		
			Price: \$ 118.00 (approx.)		
			Delivery: 45 Days		
Room #:	Quantity:	Insert Text:	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:			TO PLACE AN ORDER:		
Requester: (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:			Complete Form and Fax or Email: <i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: manual@fastsigns.com		
Project/Task: Project: Task:					

Management/Organization/Lab			Sign Number: SIB-IS5		
			Description:		
			Lettered header with room number and braille translation.		
			Four (4) lettered insert for personnel name, organization and number or other text.		
			Frame: Graphite Blue		
			Header: White, tactile		
			Insert: Slate Grey text on Light Grey		
Use for Sandia National Laboratories management offices, two or more person offices, or labs (where more than one line of text is needed) and there is a room number assigned. <u>For replacement inserts-see SIA-IS8.</u>			Size: 8-3/4" x 8-3/4"		
			Price: \$ 147.00 (approx.)		
			Delivery: 45 Days		
Room #:	Quantity:	Insert Text:	Attachment:		
			Tape	Magnet	Velcro
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:			TO PLACE AN ORDER:		
Requester: (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:			Complete Form and Fax or Email: <i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menaul@fastsigns.com		
Project/Task: Project: Task:					

Management/Organization/Lab			Sign Number: SIB-IS5A		
			Description:		
			Lettered header with room number and braille translation.		
			Five (5) lettered insert for personnel name, organization & number or other text.		
			Frame: Graphite Blue		
			Header: White, tactile		
			Insert: Slate Grey text on Light Grey		
Use for Sandia National Laboratories management offices, two or more person offices, or labs (where more than one line of text is needed) and there is a room number assigned. <u>For replacement inserts-see SIA-IS8.</u>			Size: 10-3/8" x 8-3/4"		
			Price: \$ 162.00 (approx.)		
			Delivery: 45 Days		
Room #:	Quantity:	Insert Text:	Attachment:		
			<i>Tape</i>	<i>Magnet</i>	<i>Velcro</i>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:			TO PLACE AN ORDER:		
<u>Requester:</u> (as written in Oracle)			Complete Form and Fax or Email:		
Name:			<i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menual@fastsigns.com		
Phone:					
Organization:					
Mail Stop:					
Phone #:					
Fax #:					
Building Number:					
Room Number:					
<u>Project/Task:</u> Project: Task:					

Restroom		Sign Number: SIA-IS6			
		Description:			
		Lettered with gender symbol, ADA symbol and braille translation.			
		Frame: Graphite Blue			
		Symbol/Text: White, tactile			
		Size: 8-3/4" x 8-3/4"			
		Price: \$49.00 (approx.)			
Used for Sandia National Laboratories men's and women's restrooms.		Delivery: 5 Days			
Symbol:		Quantity:	Attachment:		
			Tape	Magnet	Velcro
MEN 	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WOMEN 	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESTROOM 	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MEN (Non-Accessible)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WOMEN (Non-Accessible)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESTROOM (Non-Accessible)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JIT Order Information:		TO PLACE AN ORDER:			
Requester: (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:		Complete Form and Fax or Email: FASTSIGNS 8400 Menaul Blvd. NE, Suite. C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: manual@fastsigns.com			
Project/Task: Project: Task:					

Insert Replacement for Directional (IS1)		Sign Number: SIA-IS7	
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">Jane L. Doe</div> <p>Use for replacing the plastic strip insert (in existing signs with frame), when names, organization numbers or information changes. <u>Replacement insert for SIB-IS1.</u></p>		Description:	
		One (1) lettered insert for directional information or other text.	
		Insert: Slate Grey text on Light Grey.	
		Size: 1-1/2" x 17-1/4"	
		Price: \$20.00 (approx.)	
		Delivery: 5 Days	
		Existing Insert: Text replacement on existing insert. Send insert with copy of order to Fastsigns.	
		Price: New Insert: \$20.00 Recycled Insert: \$15.00	
		Delivery: 5 Days	
		Insert Text:	
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
JIT Order Information:		TO PLACE AN ORDER:	
<u>Requester:</u> (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:		Complete Form and Fax or Email: FASTSIGNS 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menaul@fastsigns.com	
<u>Project/Task:</u> Project: Task:			

Insert Replacement for Personnel, (IS3, IS4,IS4A, IS4B ,IS5)		<u>Sign Number: SIA-IS8</u>	
<div style="border: 1px solid black; padding: 10px; text-align: center; margin-bottom: 10px;">  </div> <p>Use for replacing the plastic strip insert (in existing signs with frame), when names, organization numbers or information changes. <u>Replacement insert for SIB-IS3, IS4, IS5.</u></p>		Description:	
		One (1) lettered insert for personnel name, organizational name and number or other text.	
		Insert: Slate Grey text on Light Grey	
		Size: 1-3/8" x 8-1/2"	
		Price: \$ 15.00 (approx.)	
		Delivery: 5 Days	
		Existing Insert: Text replacement on existing insert. Send insert with copy of order to Fastsigns.	
		Price: New Insert: \$15.00 Recycled Insert: \$10.00	
		Delivery: 5 Days	
		Insert Text:	
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
JIT Order Information:		TO PLACE AN ORDER:	
<u>Requester:</u> (as written in Oracle) Name: Phone: Organization: Mail Stop: Phone #: Fax #: Building Number: Room Number:		<u>Complete Form and Fax or Email:</u> <i>FASTSIGNS</i> 8400 Menaul Blvd. NE, Suite C Albuquerque, NM, 87112 Phone: 292.4444 Fax: 292.4447 E-mail: menaul@fastsigns.com	
<u>Project/Task:</u> Project: Task:			